



## **TOWN OF LEXINGTON**

### ***Permanent Building Committee***

#### **Lexington School Building Committee Meeting**

*For the*

**Maria Hastings Elementary School Project, Lexington, MA**

**Location: 201 Bedford Street, Meeting Room 221**

**Date: August 11, 2016 at 7:00 p.m.**

**DWMP Meeting #01**

#### **Agenda**

1. Call to Order:
2. Approval of Minutes:
  - a. June 30, 2016 SBC meeting minutes. Vote expected.
3. General Business update
4. OPM selection process update, introduction of Dore & Whittier Management Partners
5. Kick off meeting with OPM, binders to be handed out and materials reviewed:
  - a. State Ethics course description
  - b. AGC Open Meeting Law guidelines handout
  - c. Project Team contact information
  - d. Project Goals sample for discussion
  - e. Project Working Group sample for discussion
  - f. Potential Project schedules based on MSBA approval and Architect selection
  - g. Architect RFS – Draft
  - h. Community Communications sample for discussion
6. Architect hiring process update
  - a. RFS and distribution progress update – OPM
7. Other items not reasonably anticipated 48 hours prior to meeting
8. Public comments may be heard by the SBC Chair(s)
9. Next SBC Meeting date(s) and main subject
  - a. Proposed, to be verified and edited prior to the meetings –
    - i. September 8, 2016 – goals review
    - ii. September 28, 2016 – designer selection
    - iii. October 13, 2016 – Education program and existing conditions meeting/public presentation
    - iv. October 20, 2016 – options development meeting/public presentation, VOTE expected to authorized MSBA PDP submission
10. Adjourn